



Research Data Management Policy

Supporting Researcher-Centred Data Management at the University of Aberdeen

As an organisation which creates and uses knowledge to make a difference, the University of Aberdeen wishes to make its research outputs (publications and the underlying research data) as freely available as possible, with the minimum of delay.

The University outlines below the main principles of the policy for the appropriate management and sharing of all research data which is generated as a result of University research activity, throughout the life of the project and beyond, to ensure that researchers comply with funding bodies' requirements and that the data remains discoverable, available and usable over time, for future validation, access and re-use.

The University aims to support the open research agenda for both data and publications in order to make data more accessible to researchers and to share resources across institutions in order to ensure their longevity and visibility. Managing and sharing research data effectively is fundamental to facilitating high quality research practice, supporting our commitment to research excellence and good research governance.

In order to achieve this aim, the Research Data Management Policy sets out the guiding principles for managing and curating data generated within the institution, complying with requirements from funding bodies and by law. The policy is aimed at supporting researchers in creating data management plans for the life cycle of the data, from developing research proposals, through managing the research data as it is generated and used, to the longer term storage or disposal of data at the end of the research.

To this end a support team and appropriate training as well as a digital infrastructure will be set in place.

Effective research data management is a shared responsibility between individual researchers, University management and administrative support services.

1. The Principal Investigator (PI) should be primarily responsible for research data management practice and the delivery of research data management plans, in accordance with relevant University policies and statutory, legal and funder compliance.
2. Research proposals should include a data management plan (DMP), appropriate to need, which addresses key elements of data management practice throughout the research project and for the longer term including data capture, management, integrity, confidentiality, sharing, depositing and if necessary disposal of research data.
3. Data Management Plans should take into account appropriate public access to research data under appropriate safeguards or legitimate restrictions, specified on ethical, legal, regulatory, commercial conditions of funding. The DMP should also include where data is deposited elsewhere outside the University, for example in a disciplinary or national data repository.
4. The University will aim to set in place appropriate and sustainable research data management infrastructures and services to enable and ensure easy, secure and continued access to research data, and support the PI in drawing up and implementing the DMP.
5. The University will aim to provide researchers with appropriate specialist advice and

guidance templates, tools and training to support research data management activities.

6. The Principal Investigator has a responsibility to assess which research data should be offered for deposit; to identify an appropriate repository; to specify appropriate levels of access to the data; and to consult relevant third parties (e.g. research participants; academic and non-academic partners) in making these decisions.
7. Exclusive rights to reuse or publish research data should not be handed over to commercial publishers or agents without retaining the rights to make the data openly available for re-use, unless this is a condition of funding or other agreed third party rights.

APPROVED IN PRINCIPLE BY UNIVERSITY MANAGEMENT GROUP

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